



Agenda Item Number: 2005-1-3

BERNALILLO COUNTY BOARD OF COUNTY COMMISSIONERS

Meeting Date: January 11, 2005

Department: County Manager **Staff Contact:** Thaddeus Lucero, County Manager

TITLE: Administrative Resolution – Open Meetings

ACTION: Motion to approve Administrative Resolution AR 1-2005 establishing the provisions of the New Mexico Open Meetings Act, Section 10-15-1 NMSA, 1978 and repealing Administrative Resolution 1-2004.

SUMMARY:

The New Mexico Open Meetings Act provides that the Board at least annually determine, as an affected policy body, its open meetings notice policy at a public meeting. The Board has historically adopted an open meeting resolution at its first meeting of the calendar year. This resolution complies with the State Act by providing an announcement of the next regular meeting at the previous meeting. The announcement includes the date, time and place of the meeting. The policy also provides notice to the public by print and broadcast media as follows:

1. Regular meetings not less than five (5) days prior to the meeting,
 2. Special meetings at least 72 hours before the commencement of the meeting, and
 3. Emergency meetings, called by a majority of the Board to deal with an emergency affecting life, safety or property where the notice of the emergency is such that substantial harm would be caused by delay needed to conform to the notice requirements for a regular meeting.
- Notice shall be as much notice as permitted by the nature of the emergency.

This public notice also provides that the agenda for the meeting be available at the reception desk in the Commission/Manager's Office, on the 10th floor, no later than 12:00 noon the day preceding the meeting. The resolution also includes accommodations for individual(s) with disabilities who need a reader, amplifier, qualified sign language interpreter or any other form of auxiliary aid or services.

Closed meetings shall not be held except for litigation, personnel and employee bargaining consultation and other matters covered by Section 10-15-1 (H) NMSA 1978. Action taken in closed meetings shall be voted on at the next open meeting including a statement that only those matters declared in the notice were discussed in the closed meeting.

ATTACHMENTS:

1. AR 1 – 2005 Administrative Resolution – Open Meetings
2. Section 10-15-1 NMSA 1978

STAFF ANALYSIS SUMMARY

COUNTY MANAGER

See Summary, TL 01/03/05

LEGAL

Resolution approved as to form.